Excursion Grant

Purpose

The Excursion Program provides matching funds to South Dakota organizations to assist in transportation costs for taking K-12 students and persons with disabilities to programs co-sponsored by the South Dakota Arts Council in another town.

Eligible

Funds are limited to the transportation of:
■ K-12 students
■ Persons with disabilities

Nonprofit organizations designated as federally tax-exempt under the IRS Section 501(c)(3), units of government, public and private K-12 schools, or nonprofit education institutions. Organizations not meeting this requirement may apply under the auspices of a qualifying organization, which then becomes responsible for all fiscal and contractual agreements.

Each Excursion must include a minimum of eight K-12 students and/or persons with disabilities, traveling at least 80 miles round trip. If private cars are used, it is expected that at least four people, including a chaperone, will be transported in each.

Deadline

All materials must be postmarked at least 15 days prior to the beginning date of the proposed activity.

Grant Amount

Up to 50% of the total amount of cash transportation cost will be paid by the Council. No more than $500 may be awarded to an organization within a fiscal year.

If private vehicles are used for the Excursion, transportation cost should be computed using the state rate of 32¢ per mile, per vehicle. If an alternative mode of transportation is used (i.e. charter bus, rental van, etc.), a copy of the rental agreement which includes the transportation cost, must be submitted with this application.

Application Procedure

One signed copy of the application on page 107 must be submitted. In completing the application form, refer to the Grant Application Codes on pages 14-17.

Criteria for Awarding Grants

Applications are reviewed by staff with consideration given to the following:
■ Complete application form.
■ Meeting all guidelines.
■ Traveling to a program sponsored by a South Dakota Arts Council funded organization or a program receiving South Dakota Arts Council support.

Evaluation

Evaluations are due 30 days after the Excursion. Information required on the Evaluation Form includes description and comments on the activity, a rating (with explanation) of program attended, actual number of individuals benefiting, and financial report.

If an evaluation is not received in the Council office 30 days after the Excursion, funds will no longer be available.

South Dakota Arts Council

711 E. Wells Ave., Pierre, SD 57501
(605) 773-3301 or 1-800-952-3625
Website: www.artscouncil.sd.gov

Excursion Grant Application

Read page 105 for grant guidelines. Make a copy of the application for your files before submitting.

_____

Applicant Organization (Please type or print)   TIN Number

_____

Address   City/State/Zip Code   County

_____

Telephone   E-mail Address

The person in charge of this excursion:

_____

Contact Person   Daytime Phone   Evening or Message Phone

_____

Address   City/State/Zip Code   E-mail Address

Grant Application Codes (see Pages 14-17):

Applicant Status _____

Applicant Institution _____

Applicant Discipline _____

Project Discipline _____

Type of Activity _____

Arts Education _____

Project Descriptors _____

Project Race _____

Grantee Race _____

Event to be attended: _____

Date: _____

Location: _____

Sponsor: _____

Mileage from _____ to _____
                   (Our Town)   (Location of Event)

and back (round trip) is _____.

We will transport _____ persons in _____vehicles.

Total transportation cost is $_____

Grant Request $_____

(No more than 50% of total transportation cost up to a maximum of $500.)

If approved, the authorizing official will be sent an Excursion Evaluation form. Payment will be made upon receipt of the Evaluation form in the South Dakota Arts Council office.

No funding will be granted unless the Evaluation is received within 30 days after the Excursion.

AGREEMENT: I certify that the application information is true and complete to the best of my knowledge. I understand and agree that any funds granted as a result of this application are to be used for the purposes set forth herein. It is agreed that the undersigned is the individual authorized to commit the applicant to abide by the relevant Terms, Conditions and Guidelines as printed in the SDAC *Guide To Grants*. In addition, the undersigned gives SDAC permission to duplicate submitted documentation for use in the grant review process.

Authorizing Official: _____
                                       Signature & Title   Date

_____

Address   City/Town   Zip   Telephone